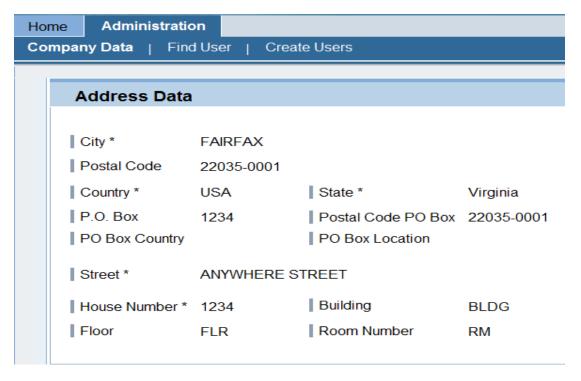
Managing Company Address Data

Address Data

Address Data - Administrators of Bidder companies have the authority to manage address data. Navigate to the Administration tab and the Company Data sub tab and update the fields as appropriate. Required fields are indicated with an asterisk (*).



- Postal Code Enter your company's zip code plus four (e.g. 22305-1234). You can find your plus four here: www.usps.gov.
- Street Enter your company's street name (e.g. Anywhere Street for 1234 Anywhere Street). If no street address exists, enter your PO Box info in the four "P.O. Box" fields.
- House Number Enter your company's street number (e.g. 1234 for 1234 Anywhere Street)

NOTE: To keep data integrity with IRS records, Fairfax County Suppliers will have limited capabilities on this screen.

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